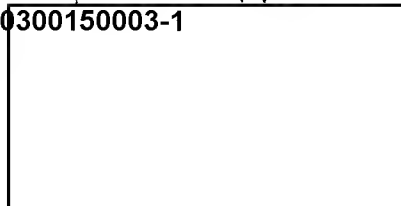


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MEMORANDUM FOR: General Counsel

SUBJECT: Separation of Surplus Personnel

1. The attached draft Regulations [] and Handbook [] will be discussed at the 2 December 1959 DD/S staff meeting. These papers have been drawn up to permit the Agency to separate individuals excess to Agency requirements.

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2. Regulation [] is drawn up to provide separation pay to individuals who through no fault of their own are separated in the interest of the Agency and who through the principal part of their service with the Agency have engaged in highly specialized duties. Those individuals in DD/S offices other than Communications who might qualify for separation pay would do so under the provisions of paragraph 3c. of Regulation []

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Gordon M. Stewart
Director of Personnel

Attachments (3)

- 2 Draft Regulations []
- and []
- 1 Handbook Draft []

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C O N F I D E N T I A L

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REGULATION
NO.

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SEPARATION OF SURPLUS PERSONNEL

1. GENERAL

In the event it becomes necessary to reduce administratively the number of employees in the Agency, or in any component part of it, or among any defined category of personnel, this Regulation will apply to the exclusion of all other regulations pertaining to involuntary separation of personnel. However, whether the separation of surplus personnel is contemplated or in process, there is no suspension of the Agency's responsibility and authority to remove, demote, or reassign any employee whose conduct or capacity is such that such action will promote the efficiency of the service. This Regulation does not apply to such cases. A program or programs involving separation of surplus personnel will be promulgated in accordance with the provisions of this Regulation set forth below.

2. POLICY

a. The protection of intelligence sources and methods, with which the Director of Central Intelligence is specifically charged by the National Security Act of 1947, as amended, prohibits divulging the names, official titles, salaries, and numbers of personnel employed by the Agency. The separation of personnel surplus to the Agency's needs, therefore, cannot be carried out pursuant to the Veterans' Preference Act of 1944, as amended, or the Civil Service Commission

C O N F I D E N T I A L

TAB C